

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH
COUNTYWIDE RESOURCE MANAGEMENT**

TRANSFER OPPORTUNITY

Psychiatric Social Worker I or II or Mental Health Clinician I or II

The goals of this program are to encourage, facilitate, and maximize improvement of the quality of psychiatric care at Countywide Resource Management (CRM) and other various levels of care to improve accountability and accessibility in a manner that ensures appropriate placement and use of services within the system of care. It also is responsible for the development of new and innovative ways of delivering care in residential settings for individuals diagnosed with severe and persistent mental illnesses who are requiring residential services. The Psychiatric Social Worker I or II or Mental Health Clinician I or II is part of a multidisciplinary team that includes a supervising psychiatric social worker, a psychiatrist, mental health R.N., psychiatric social workers, case managers, and support staff. Primary duties and responsibilities of this role include:

- Oversight of the process of reviewing between 60 and 140 referrals to the State Hospitals, IMDs, and IMD Step-Downs per month and triaging referrals.
- Working with program staff within our department as well as with contract providers on a daily basis.
- Assisting the program manager with bed control and some administrative tasks.
- Clinical evaluation of referrals for locked placement both in-office and in FFS hospitals and appropriate documentation for services.
- Assisting the department supervisor with administrative tasks when necessary. This includes serving as a team leader and monitoring the workloads and assignments of the case management staff, communicating regularly with the Program Head and the Medical Director, communicating information to the IMD Administration team and providers, attending various County Mental Health meetings, providing consultation to staff, and providing coverage for the program supervisor as needed.
- Participation in maintaining a system for authorizing and monitoring placements for appropriate level of care, services, fiscal accountability, discharge linkage, and contract monitoring.
- Participation in MSH-CCU treatment planning to facilitate awareness of quality of care standards, identifying residents whose progress towards return to functioning is delayed, and making recommendations to providers for changes in treatment when appropriate.
- Working with the Long Term Care team to develop training programs for IMD and IMD Step-Down providers and their staff to improve the quality of care and treatment in these level of care.
- Providing consultation to other county departments, agencies, and providers of psychiatric services, on a case-by-case basis.
- Participation in the social work affiliate programs for training professional social work students including technical instruction and case assignments and assessment and evaluation.

DESIRABLE QUALIFICATIONS:

- Clinical experience in working with clients having multiple diagnoses, including severe and persistent mental illness, substance abuse, homelessness, and/or incarceration.
- Clinician preferring a macro/administrative setting with no client contact.
- Experience in working with multidisciplinary team.
- Knowledge and experience in providing services to clients with forensic histories *preferred*.
- Skill in tracking, multi-tasking, and prioritizing under pressure.
- Experience with psychiatric inpatient hospital discharge planning *preferred*.
- If PSW I, license eligible *preferred*.
- Organize and proficient in Microsoft Word and Excel *preferred*.

Interested individuals holding payroll title to the above position are encouraged to FAX their resume, last two (2) Performance Evaluations and last two (2) years of master time records to by **February 28, 2013:**

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